



# Online Safety, Photography & Social Media Policy

Madrasah Noor Lancaster — Part of the Lancaster Islamic Community Hub

Date: 2026-02-01

**Key message:** Images and posts can spread quickly and remain online for a long time. We ask families to protect children's privacy, think before sharing, and report anything that worries them.

## 1) Online safety at home

We encourage families to promote safe internet use at home. Please monitor devices, apps and online interactions, and ensure privacy settings are appropriate for your child's age. Discuss with your child that their **digital footprint** may remain online, even if something is deleted later.

- Keep devices in a shared family area where possible.
- Use parental controls and age ratings on apps, games and video platforms.
- Set accounts to private and review followers/friends regularly.
- Talk about kindness online: what you post should be respectful and true.
- Encourage children to tell a trusted adult if something online worries or upsets them.

## 2) Mobile phones and devices at madrasah

Where pupils bring a phone, it should remain **switched off** and kept away during lessons unless a teacher gives permission. We are not responsible for loss or damage to personal devices.

- Phones should not be used to photograph or record during lessons.
- If a child needs to contact a parent urgently, they should speak to a teacher.

## 3) Photography and video at events

We want families to enjoy special moments, but we must also protect children's privacy and safety. Photography/video may be restricted depending on the event and consent arrangements. Please always follow staff guidance.

- Do not photograph or record other children unless you have explicit permission from their parent/carer.
- Do not share images that reveal children's full names, class/group, or location details.
- Avoid group photos where you cannot be sure every child has permission.
- No live-streaming unless the madrasah has explicitly arranged it.

## 4) Social media and messaging apps

Social media and messaging apps can be beneficial, but they can also create risks such as unwanted sharing, misunderstandings, bullying, contact from strangers, and harmful content. We ask parents/carers to take extra care.

- **Think before posting:** Who can see it now, and who could see it later? Could it be misunderstood or become public?



- **Ask permission:** Never post photos/videos of other children without clear consent.
- **Privacy settings:** Keep accounts private; disable location sharing; review tags and mentions.
- **No identifying details:** Avoid posting names, uniforms with logos, class information, or routine locations.
- **Respect and adab:** Do not post or forward content that mocks, shames or exposes others.
- **Group chats (e.g., WhatsApp):** Keep messages respectful and relevant. Do not share screenshots outside the group.
- **Report concerns:** Use the in app report tools for inappropriate content. Save evidence where safe to do so.

## 5) What to do if something worries you

If you see something online that worries, upsets or harms a child, please act promptly. If you believe a child is in immediate danger, call **999**.

- Talk to your child calmly and reassure them they have done the right thing by telling you.
- Block and report the account/content using the platform's tools.
- If it involves pupils or the madrasah community, inform a teacher or the DSL.
- For serious online abuse or grooming concerns, consider reporting to the police via **101** (or 999 in emergencies).

## 6) Contact

**Head:** Mowlana Nawaz Munshi

**Designated Safeguarding Lead (DSL):** Anas Patel

**Jazākumu Allāhu khayran** and thank you for your support.

Mowlana Nawaz, Head Teacher.